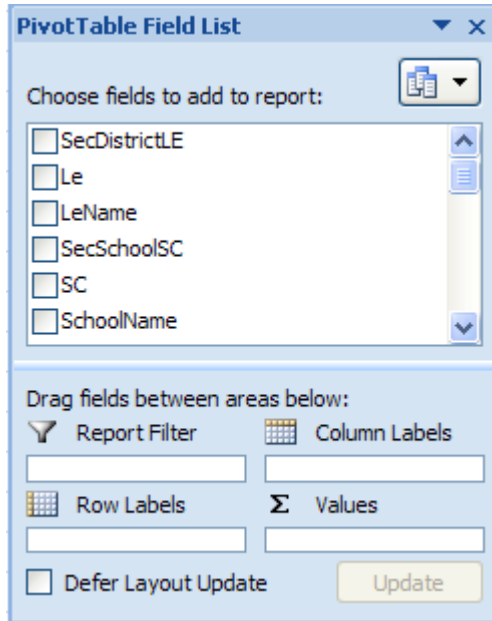


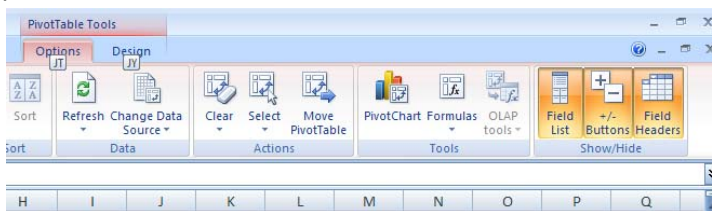
# Quick Guide to Excel Pivot Tables, Pt. 2

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1. After the creation of a pivot table, in Excel 2007, one can add fields to the “row” or “column” data. A user can also add fields to the “report/filter” section to allow different pieces to be examined. The “values” field can be used to analyze multiple pieces of data in several different measures.



2. The field list allows the user to select the field and place it where it needs to be.



3. By clicking on the “Pivot Chart” ribbon item, the user can add a pivot chart that reflects the current state of the pivot table used.